

Agenda Item	12
Report No	SCC/27/26

The Highland Council

Committee: Sutherland

Date: 31 August 2026

Report Title: Community Regeneration Fund Assessment of Applications

Report By: Assistant Chief Executive - Place

1 Purpose/ Executive Summary

- 1.1 The purpose of this report is to present four funding requests to the Sutherland Community Regeneration Fund (CRF) budget for 2026-27, for discussion and decision by Members. The report also updates Members on the Sutherland CRF budget position for 2026-27.

The four applications are provided as **Appendix 1** to this report, and a technical assessment summary is provided as **Appendix 2**. An update on the Sutherland CRF budget is provided below in 5.4.

2 Recommendations

- 2.1 Members are asked to:-

- i. **Note** the Community Regeneration Funding currently available in Sutherland;
- ii. **Consider** the applications presented and agree whether to approve, defer or reject those applications. An approval of funding should detail the amount approved and outline any conditions of funding that Members wish to attach to the approval over and above the required technical conditions. A deferral would allow the applicant to resubmit the current application at a future date with updated information or for the project to be approved subject to further funding becoming available. A rejection would mean that the application will not proceed and any future application to the fund should be brought forward initially as a new expression of interest; and
- iii. **Agree** the approved CRF grant awards, subject to any conditions, up to the value of the available area allocation

3 Implications

- 3.1 **Resource** – Sutherland has available CRF funding of £981,894.26. The applications under consideration make a total request of £191,364.70. Therefore, there are no resource implications in approving the funding awards as requested.
- 3.2 **Legal** - When managing external funding it is imperative that the risks to The Highland Council are assessed / mitigated and any back-to-back grant award letters with third parties, and financial claims management, protect The Highland Council's financial and reputational interests.
- 3.3 **Risk** - A balanced approach to risk is necessary when disbursing grant funds as sometimes it is necessary if a community led project is to proceed, to forward grant payment. Factors such as past knowledge of and project experience of the grant recipient; release of funds related to invoices / works completion certificates etc are considered in such assessments.
- 3.4 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** – No risks arising directly from this report. Risks within projects are identified and managed on a project by project basis by the applicant organisation.
- 3.5 **Gaelic** - Consideration given within individual project applications in line with the Council's policy.

4 Impacts

- 4.1 In Highland, all policies, strategies or service changes are subject to an integrated screening for impact for Equalities, Poverty and Human Rights, Children's Rights and Wellbeing, Climate Change, Islands and Mainland Rural Communities, and Data Protection. Where identified as required, a full impact assessment will be undertaken.
- 4.2 Considering impacts is a core part of the decision-making process and needs to inform the decision-making process. When taking any decision, Members must give due regard to the findings of any assessment.
- 4.3 A separate screening for impact for each application is not required, however consideration of impacts for equalities, socio-economic impact and consideration of the impact on the individual community is part of the assessment criteria and included within the assessment report. This supports the decision-making process.

5 Background

5.1 Community Regeneration Funding is an umbrella term for a number of funds that are available for communities / organisations to access in Highland. At Local Area Committee level, where funds are controlled by local Members, it is currently comprised of the Highland Coastal Communities Fund (HCCF). This is a Scottish Government funding stream to support economic regeneration and sustainable development in Highland. In previous years, Scottish Government Place Based Investment Programme (PBIP) funds have also been available at Local Area Committee level. No PBIP funding has been made available by the Scottish Government for 2026/27. Area Committees are awarded devolved allocations of HCCF funds according to an approved formula, and decision making on which projects should receive funding sits with elected Members.

5.2 Broad eligibility criteria for the fund is as follows:-

All projects are expected to be able to meet at least one of the following priorities:-

- economic recovery;
- community resilience;
- mitigating the impact of the climate/ecological emergency; or
- addressing the challenges of rural depopulation

Projects should be able to demonstrate that they are:-

- sustainable/viable;
- providing value for money;
- providing additionality; and
- able to evidence positive impacts and wide community benefit

5.3 Applications brought to this committee have been identified by Members as addressing priorities set out in the Sutherland Area Place Plan. This is in line with the policy direction set by the CRF Strategic Sub-Group in February 2025.

- 5.4 In summary the CRF budget position in Sutherland at Area Committee on 3rd August 2026 is as follows:-

Funding Source	Designation	Amount
Highland Coastal Communities Fund (HCCF) – Tranche 7	Capital or Revenue	£679,292.75
Highland Coastal Communities Fund (HCCF) – Tranche 6	Capital or Revenue	£550,865.25
Total confirmed Sutherland CRF budget for 2026-27		£1,230,158.00
Less Awards Made from Sutherland CRF Budget 2026-27 To Date		£248,263.74
Available CRF budget on 31 August 2026		£981,894.26

Four applications are under consideration by Members today, with a total grant request value of **£191,364.70**

If Members were to approve all of the applications, there would be **£790,529.56** remaining in the Sutherland CRF budget for 2026-27.

- 5.5 To aid Members in their decision making, the following appendices are provided to this report:-

- **Appendix 1** – Project Application Forms
- **Appendix 2** – RAG Summary Spreadsheet

RAG status on key criteria is based on the application form and supplementary information provided during the application process. The application presented is technically eligible – if any criteria are marked as red this does not indicate an eligibility concern but reflects the quality of information provided or outstanding requirements that will require technical conditions to be applied to any award of funding.

Designation: Assistant Chief Executive - Place

Date: 07 August 2026

Authors: Fiona Cameron, CRF Programme Manager
Chloe Murray, Project Officer

Background Papers: None

Appendices: Appendix 1 – Project Application Forms
Appendix 2 – Project Technical Assessment – RAG Summary

Community Regeneration Funding (CRF) Application Form

(June 2026 – CRF Area Funds)

Key considerations

Please refer to the **Application Guidance** (link below) and **Fair Work First Summary Guidance** when completing the application form as there is important supplementary information you need to be aware of. Answer the questions concisely, describing clearly and directly what the project you are seeking funding for is delivering. Please do not exceed the word limit given.

To ensure you have the best opportunity to score well during the assessment, please refer to the **Assessment Criteria Matrix** (link below) when completing the application form.

In this current round of CRF, we are seeking well-developed and robust projects that are ready to commence, and can complete within 12 months of funding being awarded.

The deadline for application submission is 9am on 13th July 2026.

Double click the icons below to download the documents. If you have any issues with downloading the documents, please contact us at communityregenerationfund@highland.gov.uk

<u>Application Guidance</u>	<u>Assessment Criteria Matrix</u>
 CRF_Application_Guid ance (v1 MC 2025 CRI)	 CRF Assessment Criteria (v1 MC May 2)

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF5034
1.2	Organisation	Lairg & District Learning Centre
1.3	Project title	The School House Hub
1.4	Summary of project you wish to be funded (max 250 words)	Over the past few years, we've seen a rise in demand for activities for children, young people and families. Most of our workshops take place in our shared multipurpose Room 1. It's a well-used and much-loved space but it's also shared with adult classes, meetings, digital support sessions and community groups. This means we're constantly setting up and clearing away. It works, but it limits continuity and makes it harder for children and young people to feel a real sense of ownership over the space.

		We would genuinely love to create a dedicated cabin for children, young people and families. We see so many of them grow up in our community, from Lairg and Rosehall Primary Schools, through to the local high schools and into young adulthood. Many treat the learning centre like a home, coats on the floor, fridge raided, straight into an activity with someone they know and trust. A dedicated cabin will free up Room 1, allowing children's activities to run alongside adult learning, digital support, meetings and community groups. This will significantly increase the number of people we can support each week. Our vision is for the cabin to be used by children and young people, while next door in the main building, their parents, carers or wider family members take part in learning, support or a workshop. This cabin, part of The School House Hub, will create a permanent, dedicated space that will be here for years to come.	
1.5	Project costs	Total project cost	£24964.70
		Match funding	
		CRF grant requested	£24964.70
1.6	Start date	Click or tap to enter a date. September 2026	
1.7	End date (<i>max 12 months from start date</i>)	Click or tap to enter a date. April/May 2027	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes	
1.9	Artificial Intelligence Assistance Declaration	Have you used any form of AI assistance in the preparation of this application? Yes, AI was used for proof-reading and checking financial and budget calculations.	
For guidance on the appropriate use of AI in funding applications, please refer to Use of AI in Funding Application Guidance .			

SECTION 2: CONTACT AND ORGANISATION DETAILS		
2.1	Organisation	Lairg & District Learning Centre
2.2	Address and postcode	
2.3	Main contact name	
2.4	Position in the organisation	
2.5	Contact number	

2.6	Email address	
2.7	Website address	www.lairglearningcentre.org.uk
2.8	Organisation type	☐ Company limited by guarantee ☐ Constituted group ☐ Public body ☒ Charity ☐ SCIO ☐ Other (please specify):
2.9	Organisation registered number	SC033900
2.10	Is the organisation VAT registered?	By confirming this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant. Yes ☐ No ☒
2.11	If the organisation is VAT registered, please provide the number.	
2.12	Is the VAT related to the project being reclaimed from HMRC?	☐ Whole ☐ Partial ☒ None
2.13	Provide details of VAT exemptions.	

SECTION 3: PROJECT DETAILS		
3.1	Please confirm the location of the project including post code.	IV27 4DD
3.2	Are you applying on behalf of a partnership project?	Yes ☐ No ☒
3.3	Is there a partnership agreement in place?	Yes ☐ No ☐
3.4	Is your organisation the lead applicant?	Yes ☒ No ☐
3.5	Do you own the land or asset?	Yes ☐ No ☒
3.6	Are you leasing the land or asset? If so, what is the term left on your current lease agreement	Yes ☒ No ☐ 24 Years 11 Months
3.7	If ownership or lease agreements are not in place, please provide details if applied for and/or the arrangements to obtain these and by when.	We lease the building from Highland Council on a 25 year agreement, which was renewed last year.
3.8	Does the project require planning permission or other statutory regulatory consents?	Yes ☒ No ☐

3.9	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	We submitted a pre-planning enquiry with Highland council and need to submit an application. We have received a quote from Oberlander Architects, who have offered a reduced rate as we're local and a charity. Currently the waiting time is 8 weeks from application
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SECTION 4: THE PROJECT PROPOSAL		
4.1		List the main activities required to deliver the project including timescales.
Activity name		Achieve by (date)
We have submitted a pre-planning enquiry, have quotes and contractors in place so can start the project as soon as funding is confirmed.		
The timetable includes contingency for statutory approvals and weather-related delays.		
We will need the grant paid before any work commences as we're a small charity with limited reserves.		
Oberlanders have visited our site on June 28 th 2026, before we submitted this application to advise on location and the planning process, which has informed the timeline and budget.		
Appoint Oberlanders to undertake site survey, prepare drawings and advise on planning and building standard requirements. Submit planning application.		1/10/2026
Site Surveys complete, final cabin location agreed.		30/10/2026
Building warrant drawings prepared and application submitted		30/10/2026
Anticipated planning approval		15/12/2026
Order cabin from Tuin and appoint contractors as soon as planning passed.		30/12/2026
Site clearances, including tree branch removals		January –Feb 2027
Building warrant approved		January 2027
Groundworks/base, cabin delivery, cabin erection		26/02/2027
Electrical installation, testing and certification. Internal fit out and furnishing.		31/03/2027
Cabin operational and activities begin.		1/05/2027
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environment. While some activities already exist, including the local chess club and Gala Week events, there are very few opportunities that run throughout the year in the centre of the village and offer such a wide range of educational, creative and social activities. This cabin will fill that gap.

We know this need exists because people keep asking us for more. We hear it from parents and carers, through our community surveys, and from the ongoing support of Lairg Parent Council. We also see it every week in the demand for the activities we already provide. Our Crafty Creators and Coding Clubs are fully booked, and we have waiting lists for places.

We simply do not have enough space to meet the demand. Local schools also regularly ask us to support children and young people who do not always thrive in a traditional classroom environment. Many benefit from learning in smaller groups, practical activities, and a relaxed setting where they can build confidence as well as skills. In response to requests from families for more learning support, we now provide free Scottish Online Lessons tutoring, evening revision sessions and one-to-one support. These sessions give young people access to learning opportunities and a quiet place to study when this is not always possible at home. At the moment we mainly provide these around exam times, in room 1, but parents have asked us to offer this support throughout the school year. A dedicated cabin would finally give us the space to do that through a regular homework and study club. Through our work with Golspie High School we also deliver activity days where young people experience pottery, sewing, coding, gaming and digital skills at our centre. These are opportunities that many would not otherwise have access to in a rural area, and demand continues to grow.

The cabin is not just about meeting today's needs; it is an opportunity to do so much more. The Highland Poverty and Equality Commission identified our centre as one of the Highland *"Bright Spots"*. We want to build on that, grow, develop, get more funding into community and provide a range of amazing opportunities.

We already have exciting partnerships ready to develop but are limited by our current space. For example, we are in the early stages of an outreach project with Glasgow Science Centre, where children and young people will take part in online workshops and design and build their own satellite and space models. We are also developing workshops with The Flow Country team to help young people explore and learn about our unique local environment.

In short, having this dedicated space will allow us to reduce waiting lists, introduce new activities, expand learning support, and create exciting new learning opportunities.

	• (b) Has this need been recognised in a local place plan?
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This need has been identified in the Lairg Local Place Plan (2025–2030), where community consultation found that *"survey responses highlight a need for more activities for residents of Lairg, particularly for the 12–16, and 16–24-year age groups."*

The Plan also identifies the need for "*spaces and facilities for young people to socialise*" and "*recognises Lairg Learning Centre as a place for people to gather, meet, learn, exercise and celebrate*".

Our proposed activity cabin directly responds to these priorities by creating a dedicated, year-round space where children and young people can learn new skills, take part in creative and educational activities, and spend time together in a safe and welcoming place. We will simply build on our strengths, continue to build on what already works well and be able to meet the needs recognised in this place plan by offering even more.

The need for accessible community spaces is reinforced by the Sutherland Area Place Plan, which identifies *Health and Wellbeing, Community Capacity and Resilience, Education and Childcare, and Young People's Priorities* as key themes for investment across the county. The Sutherland Area Place Plan recognises that thriving community facilities are essential to supporting rural communities, improving mental wellbeing, tackling isolation, and ensuring that people of all ages have opportunities to participate in community life. It also highlights the importance of community-led projects that strengthen resilience, increase local opportunities, and help make Sutherland an attractive place for young people and families to live.

Overall, the proposed new cabin responds directly to priorities identified by local residents and aligns with the local and Sutherland place plan. It will strengthen our centre, an established community facility, which offers so much more than learning. What we do through our activities helps improve health and wellbeing, increase opportunities for children, young people and families and builds community resilience

4.3

How do you know there is local support for the project? How can you evidence this? Provide evidence as supporting documents as requested at 8.2

(500 words max limit)

There is strong local support for this project from parents and carers, schools and the wider community. We see this every day through the conversations we have with people, the demand for our activities and the feedback we receive after workshops and community events, such as Lairg's monthly community market.

Our Crafty Creators and Coding Clubs are fully booked, with waiting lists for places, and we're regularly asked if we can offer more activities. One of the comments we hear most often is that there is simply not enough for children and young people to do in Lairg once the school day has finished. Many parents have told us that having a dedicated activity cabin next to the school would make a huge difference, allowing children to come straight from school to activities before being collected at the end of the day. This would not only create more opportunities for young people but also provide valuable support for working families by giving them an extra hour or two before 'pick up' time.

As part of our community engagement, we regularly speak to local people at community markets, public events and through our workshops. These informal conversations provide valuable feedback and help shape what we offer. For example, during our 'In on the Act' project with Eden Court, we hired a bouncy castle and invited local families with children under 12 to take part in activities. While the children enjoyed themselves, parents and carers chatted with us over tea and coffee about what they would like to see in Lairg. The

message was consistent: there is strong support for more activities for children and young people, particularly after school, at weekends and during the school holidays.

We have also received formal support from Lairg Primary School Parent Council, who have written in support of our proposal:

"We know how important it is for children and young people to have somewhere safe to go after school and at weekends. The Learning Centre already does a fantastic job and is well known in the community. Parents know and trust the staff and volunteers, which makes a big difference."

Parents have echoed these views. One local parent told us:

"A dedicated cabin would be a fantastic addition to the community. Having a permanent space for activities and workshops would provide young people with a safe, welcoming environment and allow more opportunities for learning, socialising and personal development. It is a much-needed facility that I believe would benefit many local young people and families." (HK, parent of two children in Lairg)

These comments reflect what we hear repeatedly. The community is not asking us to create something new, they are asking us to expand something they already value and use. The proposed cabin will allow us to respond to that demand and provide even more opportunities for children, young people and families.

4.4		Outputs and outcomes – Please refer to the application guidance for further information and a definition of what constitutes “outputs” and “outcomes”. (a) Please select below ONE of the CRF main strategic objectives that you believe your project’s outputs and outcomes will best align with.	
	☒	Increasing community resilience	
	☐	Tackling poverty and inequality	
	☐	Addressing causes of rural depopulation	
	☐	Helping economic recovery and sustaining growth	
	☐	Tackling the climate emergency and working towards net zero	
		(b) What are the immediate and short-term outputs that your project will achieve? How will you measure them?	
(500 words max limit)			
The immediate output of this project will be the creation of a dedicated cabin for children, young people and families at Lairg and District Learning Centre. The cabin will provide much needed additional space and allow us to expand activities for children and young people, something we are currently limited in doing due to the size and availability of our existing building. We anticipate delivering a programme of activities including arts and crafts, coding, gaming, outdoor learning,			

environmental projects, growing activities linked to our polytunnel, family learning opportunities and creative workshops.

The project will increase the number of children, young people and families able to participate in Learning Centre activities and create additional capacity within the organisation. It will also enable us to run activities simultaneously with other classes and services taking place within the main Learning Centre building.

By moving children's and young people's activities into the new cabin, Room 1 in the main Learning Centre will be available for adult learning, digital support, community groups and other activities at the same time. This will allow us to run multiple sessions simultaneously, increasing the overall capacity of the Learning Centre and making better use of our existing facilities.

We will measure outputs through:

- Completion and use of the cabin
- Number of activities delivered – at least 8 activities a month.
- Number of children, young people and families participating – at least 20 children and family members participating each month.
- Numbers monitored through attendance records and booking data
- Feedback gathered through evaluation forms, surveys and informal conversations with participants, parents and partner organisations

This information will be collected throughout the project and used to monitor participation, demand and the effectiveness of the new facility in meeting the needs of local children, young people and families.

	(c) What do you think the outcomes of your project will be and how will you measure them? Please note an outcome is the longer-term change that your project will achieve. What will be the lasting benefits and legacy?
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(500 words max limit)

The longer-term outcome of this project will be increased community resilience through improved opportunities for children, young people and families to learn, socialise, develop skills and take part in community life.

We firmly believe that having a dedicated space for children, young people and families will allow us to offer much more than we can at present. Our vision is to create a whole family learning centre, where different activities can take place across the site at the same time, creating opportunities for all ages. Parents and carers will be able to take part in learning while children attend activities nearby, and families will have greater access to affordable opportunities within their own community.

The cabin will allow us to develop and expand activities based on what local people tell us they would like to see. Ideas already discussed with families, children, young people and tutors include archaeology clubs, dark skies activities, additional coding and gaming sessions, arts projects, and science activities. We are already developing relationships with organisations such as Glasgow Science Centre, who are interested in outreach work in rural communities. At present, our lack of dedicated space limits what we can offer. The cabin will create opportunities to attract new projects, partnerships and funding that are currently difficult to access.

Over time, we expect children and young people to develop confidence, practical skills, friendships and aspirations. We often see the impact of learning long after a project has ended. One young person attended our coding sessions while at primary school. After moving to high school, he went on to establish his own coding club, which continues to grow. We still provide support where we can. It is difficult to place a value on outcomes like this, but it demonstrates how a small opportunity can spark a lasting interest, build confidence and encourage leadership.

The project will also provide a safe, welcoming environment where children and young people can spend time together in a rural community where opportunities can be limited. We hope it will encourage curiosity, creativity and a lifelong love of learning, helping young people discover interests and talents they may not otherwise have had the chance to explore.

We will measure outcomes through participant and parent feedback, surveys, case studies, repeat attendance, partnership working and monitoring participation over time. We will also gather stories of change from participants to help demonstrate the longer term impact of the project.

The lasting legacy will be a dedicated community asset that enables future generations of children, young people and families to learn, connect and thrive within their own community. It will provide a strong foundation for future projects, partnerships and funding opportunities, helping ensure that learning opportunities continue to grow and evolve in response to local need.

4.5

How will the project be supported/maintained/sustained after CRF funding?

(500 words max limit)

The cabin will become part of the Learning Centre's existing facilities and will be maintained as part of our ongoing maintenance.

We are confident in our ability to support activities within the cabin beyond the funding period. A significant part of the manager's role is identifying funding opportunities and developing projects in response to community need. During 2024 to 2025, the Learning Centre generated total income of £202,503, including

£164,759 in grant funding from a wide range of sources including Scottish Government, National Lottery Community Fund, Highland Council, Foundation Scotland, Highlands and Islands Climate Hub, Creative Scotland and others.

Our approach has always been to listen to what local people want and then seek funding to make it happen. The additional space created by the cabin will strengthen our ability to do this. It will allow us to develop new projects and partnerships that are currently difficult to accommodate within our existing building.

The Learning Centre also benefits from strong community support. We have a dedicated group of volunteers who regularly help with practical tasks and maintenance. A recent example was the replacement of the roof on our existing workshop cabin by local volunteers, saving us approximately £4,000. This type of support helps us keep costs manageable and demonstrates the level of local ownership and commitment to the Learning Centre.

Importantly, the cabin itself will have relatively low ongoing running costs. Once established, it will become part of our existing facilities and be maintained through our normal operational budgets, volunteer support and future project funding. The long term benefit to the community will far outweigh the costs associated with maintaining the building.

The cabin will provide a lasting community asset that can be used for many years. It will increase our capacity, support future funding applications and enable us to respond to growing demand from children, young people and families. By combining external funding, community support, volunteer involvement and our established track record of project delivery, we are confident that the cabin and the activities it supports can be sustained well beyond the initial funding period.

4.6

Describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

(500 words max limit)

We recognise that any building project has an environmental impact and that the construction of the proposed cabin will have an associated carbon footprint. However, we will seek to minimise this wherever possible through careful planning and the long term benefits the project will deliver to the community.

As an organisation, environmental sustainability is already embedded within our work. We have previously delivered projects funded through Keep Scotland Beautiful and the Scottish Government Climate Engagement Fund, and members of staff have completed Carbon Literacy training. This has helped ensure that environmental considerations are part of our day-to-day decision making. We are members of The Highlands and Islands Climate Hub. As part of this we've been exploring working with the Highland Youth Area Local Group to set up climate cafes; this would be a perfect venue.

Where possible, we will use local contractors and suppliers, helping to reduce transport related emissions while supporting the local economy. We will also seek to minimise waste during construction and ensure any materials are sourced responsibly where practical and affordable.

By providing opportunities locally, the project will reduce the need for participants to travel longer distances to access learning and activities elsewhere. As a rural community, reducing unnecessary journeys is an important consideration.

We will use our outdoor space for outdoor learning, growing projects linked to our polytunnel. We hope this will help children, young people and families develop a greater understanding of sustainability and environmental stewardship.

Many of our tutors, volunteers and participants live locally, and wherever possible we seek to employ local tutors and make use of local knowledge and skills. This helps keep activity community based and reduces travel requirements.

While the project itself is not specifically a climate action project, we believe it will make a positive contribution by encouraging local participation, supporting environmental learning and reducing the need for travel, while ensuring that environmental impacts are considered throughout delivery and operation of the cabin.

4.7

In developing the project, explain how you have considered equalities issues and taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups?

(500 words max limit)

We are committed to ensuring that everyone is able to take part in and benefit from what we have to offer. We have an Equality and Diversity Policy in place and work hard to create a welcoming environment where people feel comfortable walking through the door.

The new cabin will be used to provide activities for children, young people and families, and all will be welcome. We will continue to keep activities affordable, offer support where needed and work closely with local schools, community organisations and families to ensure opportunities are promoted widely.

When developing the project, we considered the needs of a wide range of people within our community. We have extensive experience of working with people of all ages and abilities, including those with additional support needs, learning difficulties, autism and barriers to participation. We will continue to make adaptations where required and provide learning materials in alternative formats where needed, including printed resources and practical, hands-on learning opportunities. We currently do this for our Scottish Government Funded digital inclusion project.

As a rural community, we recognise that barriers can include transport, cost, confidence and isolation. We will continue to design activities that are welcoming, inclusive and accessible. While the project is primarily intended to increase opportunities for children, young people and families, no one will be excluded from benefitting from the wider opportunities and community connections the project creates.

4.8

All applicants are required to provide a statement on how the organisation is committed to advancing the [Fair Work First Policy](#) including the 'Real Living Wage' and 'Effective Workers Voice' criteria. The statement should be agreed jointly by the employer and an appropriate workplace representative or a trade union representative if one is in place.

PLEASE NOTE- This statement is applicable to all groups and organisations even if you do not employ staff and/or only work with volunteers. Projects cannot progress without a signed statement - refer to the [Fair Work First guidance](#) for more information.

Complete the following Fair Work First Statement and Declaration form and submit with the application. Double click the icon to download.  FWF statement and declaration template.c	
Have you provided a Fair Work First statement in a separate document with this application? Please ensure it is signed by an appropriate workplace representative.	Yes ☒ No ☐
Can you confirm if you have the Living Wage Accreditation or are planning to be certified?	Yes ☐ No ☒ Applied ☐ We are in the process of applying.
Is the Fair Work First statement on your organisation's website?	Yes ☒ No ☐ Do not have a website ☐
How many people do you employ or how many volunteers do you have?	20
Do you currently pay the Real Living Wage hourly rate?	Yes ☒ No ☐ NA ☐
As part of your procurement assessment process, do you ensure that traders/suppliers also pay the Real Living Wage hourly rate?	Yes ☒ No ☐
How do you provide channels for Effective Voice in the workplace for staff and/or volunteers?	☒ Line Management Relationship ☒ Staff /Engagement Surveys ☒ Suggestions Schemes ☐ Intranet/Online Platforms ☐ Staff Forums / Networks ☐ Trade Union Recognition/Collective Bargaining

SECTION 5: PROJECT BUDGET			
5.1	Main project expenditure – costs should be as accurate and current as possible from recent quotations or price comparisons. Please refer to the guidance note on eligible expenditure. Only download and complete the overheads and management fees summary spreadsheet below, if you would like to claim more than 10% of total project costs as overheads.  CRF overheads and management fees sum		
Budget Heading	Detailed Costs	Revenue/Capital	Amount
Architectural services	Oberlanders architectural practice; they have offered a discount for us as a local charity. This included a site visit, location plan, drawings, power supply route.	Capital	£2,160.00
Building Warrant application fee	Submission and costs of submitting to Highland council. Estimate	Capital	£780.00
Highland Council Planning	Planning application fee, advertisement fee. Estimated provided by Planning Support Officer (01397) 707018	Capital	£917.00
The Cabin	The Cabin 5.4m x 4.4m provided by TUIN. Newcastle Log Cabin 5.4m x 4.4m Garden Buildings from Tuin UK Price changes so have been advised to add non sale-price . Price includes VAT. Currently	Capital	£9536.92

	this is on summer sale but they have advised to add total amount in case this changes.		
Ground works	Tuin recommended local supplier Pike Properties. Quote provided	Capital	£3500
Site Clearance	Tree Surgeon – Samurai Trees. We need three large tree branches cut back. Estimate a day's work, with rigging. Quote provided	Capital	£760.80
Site clearance	Removal of solar powered fountain (not working), made of tiles, bricks and surround.	Capital	£350.00
Electrical installation, testing and certification. Internal fit out and furnishing.	Electrical installation. Quote provided by Lewis Mackay local electrician (Lairg) This covers cable, sockets, switches, light fittings, fuseboard, smoke alarm, labour, armoured cable.	Capital	£1274.40
Fixtures and Fittings	Hot water stand and sink, plug, no mains water supply required. IMC Mobile Hot Water Hand Wash Station 10Ltr F63/501 - DA248 - Nisbets	Capital	£1359.58
Fixtures and Fittings	Nonslip flooring to sink area – Hope Education Permafresh Waterproof Mats - Beige - Large HP057087BA Hope	Capital	£123.00
Fixtures and Fittings	TTS safe storage for learning materials, art/craft, paints, glue paper etc.	Capital	£449.99
Fixtures and Fittings	Ceiling lights Arcchio Lysander LED panel, CCT, 119cm 55W, white	Capital	£139.90
Fixtures and Fittings	Paper towel dispenser for sink area Tork Xpress Multifold Hand Towel Dispenser White H2 - FA704 - Nisbets	Capital	£93.59
Entrance	Timberframed base for entrance to cabin, Structed timber base, ground support. This is materials only a volunteer will build the entrance/decking. Based on local quote	Capital	£1250.00
Contingency	A contingency of 10% for unforeseen capital costs	Capital	£2269.52
Total revenue expenditure			£
Total capital expenditure			£24964.70
TOTAL PROJECT COSTS			£24964.70
Is VAT included in these costs?			Yes
Can you confirm that the costs above have not already been incurred or committed to?			Yes ☐
5.2	Reasonableness of cost – Are the project costs listed in 5.1 based on valid quotes as per the procurement guidance provided? Please provide any quotes as supporting documents to this application .	Yes ☐	

5.3	Please explain how your project will achieve value for money.		
We have kept costs as low as possible, using local contractors wherever we can and sourcing materials at the best prices. We have also been fortunate to receive discounts from Oberlanders, and local volunteers are giving their time to build the front entrance and decking. For us, the value for money is not just about the cost of the building. It is about what that investment will provide for our community over many years. The cabin will create a dedicated space for children, young people and families in a rural area where there are limited facilities and opportunities. The Highland Poverty and Equality Commission recently described our organisation as a bright spot, a trusted community anchor that builds connections, strengthens our community and helps people live better lives. This investment will build on this success, enabling us to give more back to our community. The Commission also recognised that these community anchors need flexible, long-term investment if they are to continue ... which is our goal ... supporting children, young people and families. (See the Highland Poverty and Equality Commission's Essential Elements report, June 2026.) The project will also support our local economy by using local businesses and suppliers, including Lockharts and Lairg SPAR where possible, and by helping the Lairg Learning Centre continue as an active employer of local tutors, staff and cleaners. Last year's annual accounts show that we paid just over £15,000 to local sessional tutors, benefiting the local economy directly. This investment will also help us grow. Having a dedicated space for children and young people will allow us to expand the range of activities we can offer and strengthen future funding applications, bringing more investment into Lairg and the surrounding rural communities. We see this as the start of something that will continue to benefit our community for many years to come.			
SECTION 6 – MATCH FUNDING (if applicable) Please note match funding for this round is not essential, however efforts to secure match funding for the project is reflected within the assessment criteria.			
6.1	Please provide details of any match funding applied for and whether it is awaiting a decision or confirmed.		
Name of funder	Confirmed?	Date Confirmed or Decision Expected	Amount £
	Yes ☐ No ☐		
	Yes ☐ No ☐		

	Yes ☐ No ☐		
	Yes ☐ No ☐		
	Yes ☐ No ☐		
	Yes ☐ No ☐		
	Yes ☐ No ☐		
		Total match funding	£
		CRF requested	£
		Total funding	£
6.2	Will the project involve “in kind” support?	Yes ☒	
6.3	If yes, please detail.		
The manager will oversee the project, finances and reporting, but will not be asking for a project management fee, which we usually do with projects. A volunteer will build the decking area outside the cabin and handrail, to keep building costs down			
6.4	Please explain why public funding is required to deliver the project.		
We are a small rural charity supporting a large and growing community across a wide geographic area; people have started travelling from Tongue and Bettyhill to visit us and from the East and West coast. Although we are small in size, we play a much bigger role locally, acting as a learning space, digital support hub, and place where people can come together. We have reached the point where demand is greater than the space we have; we simply do not have the space or resources to expand further without external support. We do not have the reserves to deliver this capital project ourselves, but the need in the community is clear and ongoing. Public funding is therefore essential to make this development possible. This is not a commercial project and it will not provide private benefit. The building will remain a shared community asset, designed purely to support local people and increase access to services, learning, and support. Importantly, it will also allow us to grow. With the right space, we will be able to deliver more activities and bring in additional grant-funded projects, meaning this investment will continue to benefit the community long after the build is complete. In short, this project is about meeting local need, increasing capacity, and ensuring a small rural charity can continue to support its community properly.			

6.5	Please explain what the remaining bank balances are for in your accounts.	
Our current account balance is £6,891.06 and our savings balance is £55,216.95. However, the majority of these funds are restricted grant income and cannot be used for other purposes. This includes approximately £30,000 allocated to staff salary costs through funded projects and £10,000 from the National Lottery for a specific project, as well as £2,000 to Gaelic projects, £2,000 to wellbeing. Our unrestricted reserves are therefore limited and retained to support day-to-day cash flow and essential operating costs.		
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	
Our unrestricted funding is kept at a level which will allow us three months operational costs and factor in redundancy, which currently sits at £5570.00. We can't use these funds as we have to ensure we can meet our costs and it would leave us in a vulnerable position.		
6.7	If you are applying for 100% funding for your project, please explain why no match funding is available.	
Our immediate priority has been securing core staffing costs to ensure we remain financially sustainable. Given our limited organisational capacity, we have not been able to pursue additional match funding applications alongside this work.		
SECTION 7 – INCOME GENERATION		
7.1	Will the project generate income?	Yes ☐
7.2	If yes, how will the income benefit the organisation? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.	
7.3		
7.4	Have you considered taking out a loan for the project?	No ☐
7.5	If not, please state why?	

As a small charity, taking on a loan just isn't something we feel would be responsible. We keep our activities free or low cost because we know many people in our rural community are already struggling with the cost of living. We're not here to make a profit, so we don't generate large surpluses. Any income we do make is reinvested straight back into the Learning Centre. Taking on debt would mean less money for the people we're here to support, which doesn't feel like the right approach for a community project like this.

7.6	Have you previously received public funding?	Yes ☐	
7.7	If yes, please provide details of awards for the last 3 fiscal years and if any were awarded under Public Subsidy.		
Funding	Date	Amount £	Public Subsidy?
Highland Council – to run a Repair Cafe – yet to be paid into account – estimated date	17/07/2026	£11,362	Yes ☐ No ☒
National Lottery commonwealth project - restricted	01/07/2026	£9776.00	Yes ☐ No ☒
Highland Council Making Space	Pending	£8,334.70	Yes ☐ No ☒
Scottish Gov Digital inclusion	01/01/2026	£17,000	Yes ☐ No ☐
HTSI digital skills	01/04/2026	£10000	No

SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION CHECKLIST

8.1	Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.	
<i>I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.</i> <i>The data provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.</i>		
Signature:		Date: 05/07/2026
Print:		

Please Ensure You Also Complete the Attachments Checklist Below

8.2	You must enclose the following supporting documents (where applicable) with the application. If they are not available, please state why.	Yes / No / Not applicable
1	Bank statement – please provide a full bank statement with the organisation address. It must be the latest statement at the time of application submission.	Yes ☒ No ☐
2	Annual financial accounts – latest available.	Yes ☒ No ☐
3	Constitution or articles and memorandum.	Yes ☒ No ☐
4	Committee Members or Directors List.	Yes ☒ No ☐
5	Policies – relevant organisational policies applicable to the project such as child protection, health and safety, equal opportunities, Fair Work First policy.	Yes ☒ No ☐
6	Valid organisation insurance policy.	Yes ☒ No ☐
7	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study	Yes ☒ No ☐
8	Confirmation of match funding letters	Yes ☐ No ☐ NA ☒
9	Permissions – i.e. planning, building warrants, marine licences	Yes ☒ No ☐ NA ☐
10	Business plan (income generation projects only)	Yes ☐ No ☐ NA ☐
11	Job descriptions (for CRF funded posts)	Yes ☐ No ☐ NA ☐
12	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes ☒ No ☐ NA ☐
13	Valid quotations or estimates	Yes ☒ No ☐ NA ☐
14	Partnership agreement	Yes ☐ No ☐ NA ☒
Reason for missing documentation:		

Completed forms and supporting documentation should be emailed to communityregenerationfund@highland.gov.uk quoting your unique project reference number.

Please ensure you have labelled the supporting documents as per 8.2 of the guidance note:

The application form should follow the naming convention example:

(Name of organisation) final application form

Supporting documentation should be labelled as: **document type followed with the title** – for example:

- Match funding – The Highland Council
- Match funding – National Lottery
- Insurance – Zurich 2022/23 annual policy
- Organisational policy – health and safety
- Organisational policy – Fair Work First statement
- Permissions – Planning granted July 2022
- Permissions – Building warrant granted Aug 2022
- Bank statement – Bank of Scotland Nov 2022
- Letter of support – name of Councillor
- Letter of support – community council/group
- Letter of support – name of local business

Community Regeneration Funding (CRF) Application Form

(June 2026 – CRF Area Funds)

Key considerations

Please refer to the **Application Guidance** (link below) and **Fair Work First Summary Guidance** when completing the application form as there is important supplementary information you need to be aware of. Answer the questions concisely, describing clearly and directly what the project you are seeking funding for is delivering. Please do not exceed the word limit given.

To ensure you have the best opportunity to score well during the assessment, please refer to the **Assessment Criteria Matrix** (link below) when completing the application form.

In this current round of CRF, we are seeking well-developed and robust projects that are ready to commence, and can complete within 12 months of funding being awarded.

The deadline for application submission is 9am on 13th July 2026.

Double click the icons below to download the documents. If you have any issues with downloading the documents, please contact us at communityregenerationfund@highland.gov.uk

<u>Application Guidance</u>	<u>Assessment Criteria Matrix</u>
 CRF_Application_Guid ance (v1 MC 2025 CRI	 CRF Assessment Criteria (v1 MC May 2

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF
1.2	Organisation	Kinlochbervie Community Company
1.3	Project title	Loch Clash – Regeneration of Net Sheds
1.4	Summary of project you wish to be funded (max 250 words)	We wish to rehabilitate the last of the original structures at Loch Clash Harbour. The site is adjacent to the community-owned Loch Clash Campervan Stopover. We will stabilise the walls and create a new pedestrian-safe entrance. Once completed, we will install information boards about the history and culture of the area.

1.5	Project costs	Total project cost	£24,000
		Match funding	£0
		CRF grant requested	£24,000
1.6	Start date	01/09/2026 September 1, 2026	
1.7	End date (max 12 months from start date)	01/05/2027	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes ☒ No ☐	
1.9	Artificial Intelligence Assistance Declaration	Have you used any form of AI assistance in the preparation of this application? Yes ☐ No ☒	
For guidance on the appropriate use of AI in funding applications, please refer to Use of AI in Funding Application Guidance .			

SECTION 2: CONTACT AND ORGANISATION DETAILS			
2.1	Organisation		
2.2	Address and postcode		
2.3	Main contact name		
2.4	Position in the organisation		
2.5	Contact number		
2.6	Email address		
2.7	Website address	www.klbcompany.com	
2.8	Organisation type	☒	Company limited by guarantee
		☐	Constituted group
		☐	Public body
		☐	Charity
		☐	SCIO
		☐	Other (please specify):
2.9	Organisation registered number	SC347082	
2.10	Is the organisation VAT registered?	By confirming this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant. Yes ☐ No ☒	
2.11	If the organisation is VAT registered, please provide the number.		

2.12	Is the VAT related to the project being reclaimed from HMRC?	☐	Whole
		☐	Partial
		☒	None
2.13	Provide details of VAT exemptions.		

SECTION 3: PROJECT DETAILS

3.1	Please confirm the location of the project including post code.	Loch Clash Harbour, IV27 4RR	
3.2	Are you applying on behalf of a partnership project?	Yes ☐ No ☒	
3.3	Is there a partnership agreement in place?	Yes ☐ No ☒	
3.4	Is your organisation the lead applicant?	Yes ☒ No ☐	
3.5	Do you own the land or asset?	Yes ☒ No ☐	
3.6	Are you leasing the land or asset? If so, what is the term left on your current lease agreement	Yes ☐ No ☒ Years Months	
3.7	If ownership or lease agreements are not in place, please provide details if applied for and/or the arrangements to obtain these and by when.		
3.8	Does the project require planning permission or other statutory regulatory consents?	Yes ☐ No ☒ Planning permission has been granted. (25-0205-FUL)	
3.9	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.		

SECTION 4: THE PROJECT PROPOSAL

4.1	List the main activities required to deliver the project including timescales.	
Activity name		Achieve by (date)
Cap walls and repoint walls inside and out		02/11/2026
Remove stone middle wall		02/11/2026
Modify gable end and make pedestrian access		01/03/2027
Repair all walls		01/03/2027
Fill in front doorways		01/04/2027
Reroof end shed to form store room		01/05/2026
4.2	(a) What local need or opportunity will the project address?	
(500 words max limit)		

Need – The sheds are the last of the historic buildings at Loch Clash. They have been deteriorating and are currently in a poor state. If they are to be saved, it must be done now.

Opportunity – The long term objective of the Community Company is to develop Loch Clash as a destination for locals and tourists. The adjacent community-owned motorhome stopover is very successful and we have recently used Community Regeneration Funding to upgrade the picnic area and install a much-needed grey water disposal point.

Community surveys carried out by the Community Company have shown that there is a community desire to preserve and celebrate the area’s history. Once this restoration work is complete, the Community Company will be in a position to finish creating a pedestrian-friendly destination that has interpretive panels and seating areas.

(b) Has this need been recognised in a local place plan?

The Local Plan (submitted November 2024) and not yet validated identifies structures of significance that are of significance to the community. Two of these are:

- Loch Clash Pier (this is the site of the motorhome stopover)
- Loch Clash Net Sheds (these are the buildings that are the subject of this application).

The Sutherland Area Plan has two relevant sections:

- Community Capacity and Resilience – strengthening business infrastructure
- Place – support for tourism

4.3 How do you know there is local support for the project? How can you evidence this? Provide evidence as supporting documents as requested at 8.2

For over 20 years, the local community has been looking at development options for Loch Clash. There is a record of public meetings, surveys and reports dating back to 2004 that cite a heritage centre as a development option. Examples include the 2011 Kinlochbervie Growth Plan and the 2013 Business Development Plan. The 2013 Plan called for a bunkhouse that would include space for a heritage centre that would focus on the history of KLB and offer tourist information services. The preservation of history was acknowledged as a core value.

The most important work was carried out in 2017 when consultants were hired to do a major Business Plan for Loch Clash Pier and to manage a public consultation on potential designs. What Next for Loch Clash Pier was a survey sent to every household and also available online. 57 surveys were returned (25% response rate). Although the focus was on the potential for a bunk house, 90% of respondents expressed supported a tourist information point and heritage centre as part of the development of Loch Clash..

Survey comments were very positive. Here are a few of them.

- *Good idea but could be placed in a smaller area such as the old stone barns (called the net sheds in this proposal).*
- *Historical information boards – crofting, fishing industry, wildlife, current information. Any chance of getting some of the artefacts from the Spanish galleon back?*
- *Very important to have a point of call for information, past and present. Local walks, places of interest.*
- *Heritage should be celebrated not forgotten.*
- *Kinlochbervie is lacking a tourist point for information.*
- *This has been a long time requirement that has never been put into place.*
- *Absolutely necessary.*
- *There is nothing here like this but we have a rich cultural history.*
- *So much to see and do if you know where to find it.*
- *Very important – local history and information is severely lacking in Kinlochbervie – it should encompass fishing and crofting heritage.*
- *This is desperately needed.*

The documents submitted in support of this application contains some meeting and survey posters as well as the summary results of the survey (See Question 14). Also included is the full 2017 report Charrette Report which contains the full results of the survey.

4.4 Outputs and outcomes – Please refer to the application guidance for further information and a definition of what constitutes “outputs” and “outcomes”.

(a) Please select below ONE of the CRF main strategic objectives that you believe your project’s outputs and outcomes will best align with.

☐	Increasing community resilience
☐	Tackling poverty and inequality
☐	Addressing causes of rural depopulation
☒	Helping economic recovery and sustaining growth
☐	Tackling the climate emergency and working towards net zero

(b) What are the immediate and short-term outputs that your project will achieve? How will you measure them?

The project will help fulfil long term aspirations for the old harbour. The main output will be the physical regeneration of the building. The use of the building for interpretative panels will help meet the community’s long-time desire to celebrate the area’s history and culture. It will be a huge improvement to the derelict structure that is there now, contribute to tourism and help the area’s economy.

The work will also employ a local builder.

	(c) What do you think the outcomes of your project will be and how will you measure them? Please note an outcome is the longer-term change that your project will achieve. What will be the lasting benefits and legacy?
	The building will be saved; the alternative would be to tear it down and pave over the site. The long-term change will be to improve the area and help create a destination. It will be valued by locals who use the old harbour area as a recreational resource. It will also be valued by tourists who are always asking for something more to see and do when they stay at the motorhome stopover or even just drop in to use the waste disposal points.
4.5	How will the project be supported/maintained/sustained after CRF funding?
	Any on-going maintenance will be the responsibility of the Kinlochbervie Community Company.
4.6	Describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.
	In terms of negative environmental impacts, the current structure is dilapidated and is deteriorating further. Some of the stone is loose. There has been vandalism. This project will create a space that is small-scale and human. It will also address a number of design issues. Outcome 1: We will transform the site by removing the dangerous and dilapidated elements such as loose stone that have a negative environmental impact. Outcome 2: We will restore a structure that has historic significance in the community. Outcome 3: We will create a space that is environmentally sensitive to its surroundings and that maintains the size, scale and footprint of the existing building. Outcome 4: The robust design and construction will deter vandals. Outcome 5: The current doors and windows are right on the road; covering them will remove an unsafe situation. Outcome 6: There will be one low-impact lighting standard at the entrance. The surrounding area is well lit and there is no need for more. Outcome 7: There will be planting sited in the entrance courtyard. Outcome 8: The percentage of the water's edge devoted to tourism and recreation will increase; this can be measured; in fact, there will only be one section left that consists of perhaps 25% of the perimeter of Loch Clash. Outcome 9: The project will make a further contribution to a walkable area for recreation. It will encourage active travel. It will be possible to view an increase in pedestrian activity.

4.7	In developing the project, explain how you have considered equalities issues and taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups?
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The major group considered are those with mobility problems. We feel that the design of the building will make it more accessible.

Outcome 1 – The current building has 3 doors that are right on the road. This is dangerous for all groups but could particularly affect those with mobility or sight problems. We will close off those entrances and cover them over while still retaining the pattern of a building with doors and windows. People will not be able to step out directly on to the road. We feel that this measure makes the project safer and more accessible.

Outcome 2 – A wide entrance will be created at the gable end. An entrance patio will be created that is flat and without obstacles. It will be protected from the adjacent road with bollards. The entrance will be clear and accessible for people with mobility problems.

Outcome 3 – The structure will have benches for seating.

We believe that public toilets are essential at any tourist destination, and their absence often prevents full enjoyment of the environment. While there are no public toilets at Loch Clash or in our project, there are Council toilets open 24 hours a day at the main harbour. This is accessible by public roadway with a pedestrian pavement along its whole length.

4.8	All applicants are required to provide a statement on how the organisation is committed to advancing the Fair Work First Policy including the ‘Real Living Wage’ and ‘Effective Workers Voice’ criteria. The statement should be agreed jointly by the employer and an appropriate workplace representative or a trade union representative if one is in place. PLEASE NOTE- This statement is applicable to all groups and organisations even if you do not employ staff and/or only work with volunteers. Projects cannot progress without a signed statement - refer to the Fair Work First guidance for more information. Complete the following Fair Work First Statement and Declaration form and submit with the application. Double click the icon to download.  FWF statement and declaration template.c
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Have you provided a Fair Work First statement in a separate document with this application? Please ensure it is signed by an appropriate workplace representative.	Yes ☒ No ☐
Can you confirm if you have the Living Wage Accreditation or are planning to be certified?	Yes ☐ No ☒ Applied ☐ (No employees)
Is the Fair Work First statement on your organisation’s website?	Yes ☒ No ☐ Do not have a website ☐
How many people do you employ or how many volunteers do you have?	5 active volunteers
Do you currently pay the Real Living Wage hourly rate?	Yes ☐ No ☐ NA ☒

As part of your procurement assessment process, do you ensure that traders/suppliers also pay the Real Living Wage hourly rate?	Yes ☒ No ☐
How do you provide channels for Effective Voice in the workplace for staff and/or volunteers?	☒ Line Management Relationship ☐ Staff /Engagement Surveys ☐ Suggestions Schemes ☐ Intranet/Online Platforms ☐ Staff Forums / Networks ☐ Trade Union Recognition/Collective Bargaining

SECTION 5: PROJECT BUDGET

5.1	Main project expenditure – costs should be as accurate and current as possible from recent quotations or price comparisons. Please refer to the guidance note on eligible expenditure. Only download and complete the overheads and management fees summary spreadsheet below, if you would like to claim more than 10% of total project costs as overheads.		
	 CRF overheads and management fees summary spreadsheet		
Budget Heading	Detailed Costs	Revenue/Capital	Amount
Renovation/repair of building	Contractor will cap walls, repoint walls, remove middle wall, alter gable end to provide pedestrian access, fill in from doorways, re-roof end shed.	£24,000	£24,000
Total revenue expenditure			£0
Total capital expenditure			£24,000
TOTAL PROJECT COSTS			£24,000
Is VAT included in these costs?			Yes ☒ No ☐
Can you confirm that the costs above have not already been incurred or committed to?			Yes ☒ No ☐
5.2	Reasonableness of cost – Are the project costs listed in 5.1 based on valid quotes as per the procurement guidance provided? Please provide any quotes as supporting documents to this application .		Yes ☒ No ☐
5.3	Please explain how your project will achieve value for money.		

It will strengthen Loch Clash has a destination. It will boost tourism and be a source of community pride. It will also provide a valued resource for local people. There are very few pedestrian-friendly places in the village for people to sit and enjoy the sea easily.

SECTION 6 – MATCH FUNDING (if applicable)

Please note match funding for this round is not essential, however efforts to secure match funding for the project is reflected within the assessment criteria.

6.1 Please provide details of any match funding applied for and whether it is awaiting a decision or confirmed.

Name of funder	Confirmed?	Date Confirmed or Decision Expected	Amount £
	Yes ☐ No ☐		
	Yes ☐ No ☐		
	Yes ☐ No ☐		
	Yes ☐ No ☐		
Total match funding			£
CRF requested			£
Total funding			£

6.2 Will the project involve “in kind” support? Yes ☒ No ☒

6.3 If yes, please detail.

The Community Company will seek ideas for the interpretative panels from the community. Methods will include a public meeting workshop and community questionnaire. This will happen towards the end of the construction project.

6.4 Please explain why public funding is required to deliver the project.

The Community Company receives community benefit from a community-owned hydro project. However, all of these funds are used to provide grants for a range of community projects. Improvements to Loch Clash are not part of this benefit and are dependent on the revenue we receive from the motorhome stopover. This revenue is very modest (approximately £7,000 net per year) and mainly goes to operating costs. For this project, it is necessary to seek funding elsewhere.

6.5 Please explain what the remaining bank balances are for in your accounts.

The majority of the money in our bank account is earmarked for making grants to community groups.

6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	
Although the Kinlochbervie Community Company manages the community benefit from the micro-hydro project, the money is used to provide community grants. For example, we have given £20,000 to support projects at the local high school and primary school. We have also supported organisations like the Ceilidh House which provides services for seniors. There are many other recipients. Loch Clash Stopover is a project of the Community Company and is treated separately from the benefit received for the hydro project.		
6.7	If you are applying for 100% funding for your project, please explain why no match funding is available.	
If there are cost overruns, we will meet them from the operating revenue from the motorhome stopover.		
SECTION 7 – INCOME GENERATION		
7.1	Will the project generate income?	Yes ☐ No ☒
7.2	If yes, how will the income benefit the organisation? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.	
No income.		
7.3	How will you ensure that local organisations/ businesses are not disadvantaged because of the project? Are they supportive of the project?	
The project is not in competition with any local businesses. This has always been our policy. Local businesses are supportive because it will make the area more attractive and desirable. It will also increase tourism which will benefit nearby shops and cafes.		
7.4	Have you considered taking out a loan for the project?	Yes ☐ No ☒
7.5	If not, please state why?	
The revenue from the motorhome stopover alone is not enough. This money must be reserved for expenses (electricity, rubbish removal, on-going maintenance as well as insurance and general administrative costs for the Community Company.)		

1	Bank statement – please provide a full bank statement with the organisation address. It must be the latest statement at the time of application submission.	Yes ☒ No ☐
2	Annual financial accounts – latest available.	Yes ☒ No ☐
3	Constitution or articles and memorandum.	Yes ☒ No ☐
4	Committee Members or Directors List.	Yes ☒ No ☐
5	Policies – relevant organisational policies applicable to the project such as child protection, health and safety, equal opportunities, Fair Work First policy.	Yes ☒ No ☐
6	Valid organisation insurance policy.	Yes ☒ No ☐
7	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study	Yes ☒ No ☐
8	Confirmation of match funding letters	Yes ☐ No ☐ NA ☒
9	Permissions – i.e. planning, building warrants, marine licences	Yes ☒ No ☐ NA ☐
10	Business plan (income generation projects only)	Yes ☐ No ☐ NA ☒
11	Job descriptions (for CRF funded posts)	Yes ☐ No ☐ NA ☐
12	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes ☒ No ☐ NA ☐
13	Valid quotations or estimates	Yes ☒ No ☐ NA ☐
14	Partnership agreement	Yes ☐ No ☐ NA ☒
Reason for missing documentation: Missing documentation is not applicable.		

Completed forms and supporting documentation should be emailed to communityregenerationfund@highland.gov.uk quoting your unique project reference number.

Please ensure you have labelled the supporting documents as per 8.2 of the guidance note:

The application form should follow the naming convention example:

(Name of organisation) final application form

Supporting documentation should be labelled as: **document type followed with the title** – for example:

List of Documents Supplied

The documents are contained in a Dropbox file.

https://www.dropbox.com/sc/fo/8kjndgjiho64f3jrm59h8x/ABA79jUq0igc_4kpk8WcSUY?rlkey=cks25xyeli_hvs3vx7wihw1rua&st=tb0sd3jd&dl=0

1. Bank statement
2. Latest annual accounts
3. Articles of Association
4. List of Directors
5. Fair Work First statement
6. Insurance policy
7. Evidence of need and community support – reports, photos, studies
8. Planning permission
9. Evidence of ownership
10. Quotation

Community Regeneration Funding (CRF) Application Form

(June 2026 – CRF Area Funds)

Key considerations

Please refer to the **Application Guidance** (link below) and **Fair Work First Summary Guidance** when completing the application form as there is important supplementary information you need to be aware of. Answer the questions concisely, describing clearly and directly what the project you are seeking funding for is delivering. Please do not exceed the word limit given.

To ensure you have the best opportunity to score well during the assessment, please refer to the **Assessment Criteria Matrix** (link below) when completing the application form.

In this current round of CRF, we are seeking well-developed and robust projects that are ready to commence, and can complete within 12 months of funding being awarded.

The deadline for application submission is 9am on 13th July 2026.

Double click the icons below to download the documents. If you have any issues with downloading the documents, please contact us at communityregenerationfund@highland.gov.uk

<u>Application Guidance</u>	<u>Assessment Criteria Matrix</u>
 CRF_Application_Guid ance (v1 MC 2025 CRI) x	 CRF Assessment Criteria (v1 MC May 2)

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF5013
1.2	Organisation	Melness Church Community Organisation
1.3	Project title	Improving safety, security, community access and energy efficiency.
1.4	Summary of project you wish to be funded (max 250 words)	We wish to install essential upgrades to this newly acquired community owned building to make it compliant with fire regulations, create a new suitable exit and entrance and make the building safe, secure, wind and water tight. Along with creating an emergency access path from the rear of the building to the front. Currently there is no fire exit, only the one main door to the front. This is an upgrade that will have a big impact allowing the building to be open to the public enabling the next phases of the project to start. It is the key to unlocking the community's vision of how they wish to

		use this building going forward as per the business plan. The aim is to create a dedicated fire door; this will require carefully breaking through the thick stone wall to the rear of the building. Work will be carried out in a way that will keep the character and heritage of the building. Created by local builders who have worked on similar buildings in this area. Any additional fire safety recommendations required to make the building compliant will also be installed, such as fire alarms and emergency lighting. Creating as mentioned above an accessible exit and access around the side of the building, which currently is rough ground. This new path will join with the existing path that runs from the gate to the front door of the building. Having an exit door is essential for the community to safely use the building, and a legal necessity for the group to be able to open the building up for community use. The front doors to the building also need replaced, being ill fitting, draughty, with gaps that daylight can be seen through. Replacing them will ensure reduction in heating costs, and keep the building wind, water tight and secure.	
1.5	Project costs	Total project cost	£33,250
		Match funding	£7,000
		CRF grant requested	£26,000
1.6	Start date	30/09/2026	
1.7	End date (max 12 months from start date)	30/09/2027	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes ☒ No ☐	
1.9	Artificial Intelligence Assistance Declaration	Have you used any form of AI assistance in the preparation of this application? Yes X No ☐	
	For guidance on the appropriate use of AI in funding applications, please refer to Use of AI in Funding Application Guidance .		
	E -		

SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	
2.2	Address and postcode	
2.3	Main contact name	
2.4	Position in the organisation	
2.5	Contact number	
2.6	Email address	
2.7	Website address	
2.8	Organisation type	☐ Company limited by guarantee ☐ Constituted group ☐ Public body ☐ Charity ☒ SCIO ☐ Other (please specify):
2.9	Organisation registered number	SC054020
2.10	Is the organisation VAT registered?	By confirming this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant. Yes ☐ No ☒
2.11	If the organisation is VAT registered, please provide the number.	
2.12	Is the VAT related to the project being reclaimed from HMRC?	☐ Whole ☐ Partial ☒ None
2.13	Provide details of VAT exemptions.	

SECTION 3: PROJECT DETAILS		
3.1	Please confirm the location of the project including post code.	Melness Old Church Building, Talmine, Sutherland, IV274YP
3.2	Are you applying on behalf of a partnership project?	Yes ☐ No ☒
3.3	Is there a partnership agreement in place?	Yes ☐ No ☒
3.4	Is your organisation the lead applicant?	Yes ☒ No ☐
3.5	Do you own the land or asset?	Yes ☒ No ☐
3.6	Are you leasing the land or asset? If so, what is the term left on your current lease agreement	Yes ☐ No ☒ Years Months
3.7	If ownership or lease agreements are not in place, please provide details if applied for	NA

	and/or the arrangements to obtain these and by when.	
3.8	Does the project require planning permission or other statutory regulatory consents?	Yes ☒ No ☐
3.9	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	Planning has been amended and we plan to submit by the end of July 2026. Building warrant is still to applied for.

SECTION 4: THE PROJECT PROPOSAL

4.1	List the main activities required to deliver the project including timescales.	
Activity name		Achieve by (date)
Planning approval		30/09/2026
Building Warrant		30/09/2026
Contractor starts the work		30/09/2026
Contractor finished the work		30/09/2027
		Click or tap to enter a date.
4.2	(a) What local need or opportunity will the project address?	

(500 words max limit)

The Project will address a number of clearly identified local needs for this community. The desire to purchase the building as a community owned property arose to preserve and retain the services that this building currently provides. Within the village there are no other buildings that can lend themselves to special life events. Being able to hold such events within the village without having to travel 10's of miles to find a similar venue was a need very much recognised by the community, ensuring continuation of culture and social interactions and maintaining this for future generations. Secondly the project will directly respond to the lack of essential services currently affecting the village. By developing the building into a multi-functional space, it will provide facilities such as a café, a service of which is no longer present in the village. A visitor stopping off site, where information on the culture and history of the community can be learned, while also providing amenities like toilet facilities which no longer are supplied by the highland council in this village, and also strengthening local economy by raising footfall. The project also addresses the shortage of accessible community space within the village. The redevelopment will create an accessible shared inclusive space that can be used by all, without exception, helping to increase social connections. By supporting small scale enterprise, tourism activity and the potential for employment, the project will help to diversify the local economy and create learning for our younger community members and opportunity for income generation within the community. Having a community owned and run building in the village will reduce social isolation and providing an open welcoming place for people to meet, participate and have access to the services provided will strengthen community cohesion, improve wellbeing and decrease isolation.

	(b) Has this need been recognised in a local place plan?
(500 words max limit) The Highlands and Island Enterprise Masterplan for Tongue Melness and Skerry Community Council area directly identifies the economic and social fragility of this area. The priorities highlighted in section 5 of the Masterplan include, jobs, hospitality, infrastructure and development, self-employment opportunities, education and training, tourism and leisure. Melness Church is highlighted within our newly adopted Local place plan on the Melness area maps. Showing opportunities in the area for potential development of facilities. The local place plan supports the reuse of existing buildings, identifies the need for community facilities and infrastructure and highlights the development opportunities within the villages, the former Melness church building being one of them. (Page 37 of the local place plan Talmine proposals map point 9.) Link here to Highland council local place plans Tongue Melness Skerry Local Place Plan - Local Place Plans - Highland Council. While Melness is not specifically mentioned in the Caithness and Sutherland place plan it does recognise the importance of supporting communities in remote and rural areas placing a strong emphasis on community led development and strengthening local settlements. Aligning well also with the Highland community planning partnership by aiming to develop a sustainable and resilient local community and creating opportunities for people and places to thrive economically. Allowing people to live well in their own communities.	
4.3	How do you know there is local support for the project? How can you evidence this? Provide evidence as supporting documents as requested at 8.2
(500 words max limit) Initially we had public meetings, that were very well attended for a small community, after this there was a community survey sent round everyone and the replies were all positive, there were no negative comments on the idea of the community owning the Church building and several good ideas were put forward for future community use. A Land Fund Application was successful. And the local land owner, Melness Crofters Estate has pledged to help the charitable group with heating and insurance costs over the next three years. MCE is made up of 59 community members; this offer to help was raised at the MCE AGM and there were no objections to supporting the community's ideas to develop the building. • Evidencing this in Minutes of meetings supporting the community's buyout of the church. • Results of the survey and community comments • Letters of support Which will be attached as evidence with the application email	
4.4	Outputs and outcomes – Please refer to the application guidance for further information and a definition of what constitutes “outputs” and “outcomes”. (a) Please select below ONE of the CRF main strategic objectives that you believe your project's outputs and outcomes will best align with.

☒	Increasing community resilience
☐	Tackling poverty and inequality
☐	Addressing causes of rural depopulation
☐	Helping economic recovery and sustaining growth
☐	Tackling the climate emergency and working towards net zero

(b) What are the immediate and short-term outputs that your project will achieve? How will you measure them?

(500 words max limit)

The building will gain a dedicated, regulation compliant fire exit door with a safe route away from the building providing safe accessible evacuation for all users, ensuring the building will meet fire safety requirements for public use. For the main entrance the building will gain a wind and watertight door fit for purpose, reducing draughts leaks and water ingress, achieving a considerably warmer building which will be more secure and energy efficient.

The improved entrance, security and creation of the fire exit will make the building compliant, unlocking the building for community use.

The measure of these improvements will come from seeing the building being wind and water tight and protected from further damage, a reduction in heating costs, and the building becoming once again available for community use such as small gatherings, heritage and cultural activities, wellbeing activities, seasonal events, life celebration events, or local groups.

The building would become safe, secure and compliant and the next stages of the business plan for the building can progress.

(c) What do you think the outcomes of your project will be and how will you measure them? Please note an outcome is the longer-term change that your project will achieve. What will be the lasting benefits and legacy?

(500 words max limit)

The long-term outcomes of this phase of development are creating a compliant usable building enabling the organisation to start on the other phases of development and the longer-term vision of the bigger project. The bigger project is to create a long-term community asset which is a reliable venue for the community and can act as a community anchor point. Once safe and compliant the building can host for the community non-denominational life events, this is a big thing for the community to be able to retain a space for such events. In a remote and rural area where there is no public transport and the nearest available venue could conceivably be 30 miles away or more; the community have a great interest in maintaining that service within the community. The building will also require to sustain itself therefore small revenue streams will have a chance to build up. This might look like a pop-up café and food offerings, heritage displays and cultural interpretation for visitors, and potential to open up the toilets to visitors, a service which has remained unavailable in the village since the closure of the Council toilets a few years ago. It is hoped the building will develop into a symbol of Melness's cultural identity where it can strengthen pride, belonging and intergenerational connection being the only community asset in the village. As the project progresses, we hope to see more volunteer involvement, stronger local governance, the potential to develop skills and opportunities for our younger people to participate and learn. A base for community led-initiative. The group recognise that this project has to be self-sufficient so it is hoped that the end game will be the development of a permanent restaurant in or as an extension to the building that will also represent the cultural and heritage offerings of the area and will potentially be a catalyst for job creation within the village. There is currently no offering of this kind in the village with the local hotel closing a few years ago. It has been a big miss for the locals and tourists alike and local holiday let businesses have felt the loss

through lack of services for their guests. It is hoped that the longer term changes this project will deliver will generate predictable income and job creation, increase visitor footfall leading to increase spend in local businesses, and create an environment and venue for micro-enterprise.

Long term measurements for these outcomes will include recording the numbers of events held, the regular group use of the building, number of private hires, weddings etc, the development of the 1st part of food and beverage offering for the community and visitors and how well it is used. Recorded in booking records and annual usage summary, recording also the numbers of volunteers over the course of each year and the number of hours contributed and any new skills gained. For the financial side of the project, we will record annual income, energy and repair costs and monitor the ability to fund future phases of the larger project. There will be annual accounts done, a treasurer's report and as time and the project develops potential for cashflow projections. The fabric of the building will be maintained and any work needing done will be evidenced via reports, photographic evidence and maintenance logs. For energy efficiency the organisation is in contact with Business Energy Scotland to gain advice on installation of renewables, to help us work out where carbon savings can be made. Energy efficiency of the building will be monitored via utility bills and opportunities to reduce carbon emissions will be considered in every phase of the project.

4.5 How will the project be supported/maintained/sustained after CRF funding?

(500 words max limit). The group have requested an energy audit, which will enable the building to be assessed for installation of renewable energy sources and a power wall storage for the building. Reducing utility outgoings in the future and delivering a building that will have resilience for the community should it be needed. The project will be supported by the Melness crofters Estate in help offered to pay heating and insurance costs until it is on its feet financially, to ensure the building remains a community asset. Income will start to come in from bookings for the space, creation of a village café, and advertising the food and beverage offerings through social media. The last phase is hoped to be an extension to the building overlooking the Rabbit islands and the sea, creating a bespoke space for a restaurant. Which to date will be the only facility of its kind in the village. Once the building is safe, secure and compliant it can begin to start generating income through venue hire, seasonal café activity (volunteer run initially), heritage and culture interpretation and tourist information. These early-stage income streams will be modest but it is hoped that they will be sufficient to cover routine running costs such as the insurance, heating and cleaning costs and any minor maintenance that might be required. We hope to develop a strong governance foundation to support long term sustainability, with volunteers taking on specific areas and roles such as events organising or management and bookings, fundraising or building care and maintenance. The group will develop its systems and become more confident. The group is lucky to have the backing of the Melness Crofters Estate who have agreed to help if necessary to support the group through the early years with heating and insurance costs. Any major capital developments and larger ambitions will be funded through external grant applications, including the creation of a restaurant and permanent café development, improved accessibility or upgrades or expanded visitor facilities. We are looking to CARES funding initially to find out how renewables might be used in this building. The group will be looking to funders such as National lottery, coastal communities, Tourism and rural regeneration funds, community fundraising campaigns, HIE and potentially Dounreay. The CRF funding is the first step that unlocks the future opportunities. From a sustainable perspective the group will work through different phases, the 1st phase is the safety and security compliance of the building. Phase 2 will be the early activity and gentle marketing, such as the seasonal café, small weddings, events and heritage interpretation, during this phase it is hoped that there will be an uplift in volunteers the development of governance and development of community engagement. Long term financial stability would look

like predictable income from all of the things mentioned above plus the development of a more permanent and bespoke food and beverage business. We do look towards eventually creating employment and encouraging business opportunities for young local entrepreneurs, who may want to develop ideas and generate local employment.

4.6 Describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

(500 words max limit)

While the building is not A listed it is of significant local heritage status for the community to want to see it treated with the respect it deserves, using trades people who have worked on similar buildings in this area before we hope to minimise any damage that might occur if others delivered the project. Where possible retention of as much of the stone as possible will be a priority and any stone displaced will be saved and stored for future repairs., reducing waste and preserving the character of the building. Keeping interventions to a minimum where possible and creating an aperture for the new door that is in keeping with the character of the building. Reuse and recycle of materials is to be encouraged and will be locally sourced where possible. The footprint for the new path will be kept to a minimum as to only what is required and avoiding unnecessary disturbance. The ground will be left clear, tidy and reinstated to allow regrowth. The path will be made of appropriate materials for the weather conditions in this part of the world, and locally sourced where possible. Water and drainage and run off issues will be dealt with and mitigated against to maintain natural drainage. The ground will follow existing ground levels where possible and will be excavate only where necessary. There are no nesting birds within the church footprint but pre work checks will be done to assess for any biodiversity impact. Any lighting associated with the new construction and path will be low impact and directional. The contractor will use good judgement and minimise disruption. For future phases of development, a business energy audit will be done to advise on incorporating as sustainable and as low carbon emission sources of heating that we can for the building. For larger phases of development an environmental impact assessment may be required and will be considered at that time.

4.7 In developing the project, explain how you have considered equalities issues and taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups?

(500 words max limit)

The development of the fire door and the bigger project goals will benefit everyone inclusively within and out with this community regardless of age, disability, sex, race, religion or belief, gender, sexual orientation, pregnancy and maternity or marital status. Disabled access exists for this building and the emphasis is on usage ensuring that it is open to everyone. The additional exit door with new path will improve this further. Making access and safety a priority for all. The proposed works are not expected to have any negative impact on any individuals with protected characteristics. The organisation will continue to consider accessibility and inclusion as the larger project develops and when planning future improvements to the building.

4.8	All applicants are required to provide a statement on how the organisation is committed to advancing the Fair Work First Policy including the 'Real Living Wage' and 'Effective Workers Voice' criteria. The statement should be agreed jointly by the employer and an appropriate workplace representative or a trade union representative if one is in place. PLEASE NOTE- This statement is applicable to all groups and organisations even if you do not employ staff and/or only work with volunteers. Projects cannot progress without a signed statement - refer to the Fair Work First guidance for more information. Complete the following Fair Work First Statement and Declaration form and submit with the application. Double click the icon to download.  FWF statement and declaration template.doc		
Have you provided a Fair Work First statement in a separate document with this application? Please ensure it is signed by an appropriate workplace representative.		Yes ☒ No ☐	
Can you confirm if you have the Living Wage Accreditation or are planning to be certified?		Yes ☐ No ☒ Applied ☐	
Is the Fair Work First statement on your organisation's website?		Yes ☐ No ☐ Do not have a website ☒	
How many people do you employ or how many volunteers do you have?		6 volunteers	
Do you currently pay the Real Living Wage hourly rate?		Yes ☐ No ☐ NA ☒	
As part of your procurement assessment process, do you ensure that traders/suppliers also pay the Real Living Wage hourly rate?		Yes ☒ No ☐	
How do you provide channels for Effective Voice in the workplace for staff and/or volunteers?		☒ Line Management Relationship ☐ Staff /Engagement Surveys ☐ Suggestions Schemes ☐ Intranet/Online Platforms ☐ Staff Forums / Networks ☐ Trade Union Recognition/Collective Bargaining	

SECTION 5: PROJECT BUDGET

5.1	Main project expenditure – costs should be as accurate and current as possible from recent quotations or price comparisons. Please refer to the guidance note on eligible expenditure. Only download and complete the overheads and management fees summary spreadsheet below, if you would like to claim more than 10% of total project costs as overheads.  CRF overheads and management fees summary spreadsheet		
Budget Heading	Detailed Costs	Revenue/Capital	Amount
New exit doorway	Wood lining to be removed around area where new doorway to be formed. Allow for temporary propping of wall above doorway, remove stone to create opening and install stone lintel to outside face and new concrete prestressed lintels in remaining. Sides of opening to be cut and dressed with	Capital	9,720.00

	lime based mortar to be used for building and pointing. New emergency exit door to be installed with push bar exit and stainless hinges. Floor and wood lining to be made good		
Path	all vegetation and soil to be removed from area outside the new opening and along path layout. Concrete foundations to be laid and walls built to support new access path. Visible walls to be built using local stone. Path to be constructed of concrete, with a non slip brush finish. New path will be formed from new opening to front of building to meet existing path.	Capital	5,430.00
Handrail	New 48mm 316 grade stainless steel handrail be fitted to provide a guide from the new opening and round corner of building.	Capital	2,89.00
Groundworks	Area beside path to be levelled and provide a 1m strip of hard standing to be covered using type 1 crushed stone. Ground level surrounding emergency exit will be raised to within minimum of 600mm of path level.	Capital	5,470.00
Replacement front doors	New hardwood front doors to be installed and treated. Door frame and arch to be inspected and treated.	Capital	4,200.00
VAT	@20%	Capital	5,542.00
	All works subject to planning approval, building warrant and structural report specific to the project. Any additional specification change will require cost review.		
Total revenue expenditure			£
Total capital expenditure			£33,252.00
TOTAL PROJECT COSTS			£33,252.00
Is VAT included in these costs?			Yes X No ☐
Can you confirm that the costs above have not already been incurred or committed to?			Yes x ☐ No ☐

5.2	Reasonableness of cost – Are the project costs listed in 5.1 based on valid quotes as per the procurement guidance provided? Please provide any quotes as supporting documents to this application .		Yes ☒ No ☐
5.3	Please explain how your project will achieve value for money.		
The investment into this project unlocks the use of a community owned building that will deliver a wide range of social cultural and economic benefits for many years to come. The work required for this stage of the project is not cosmetic improvements. They are essential compliance and access measures allowing the building to be open safely for community use. Without these improvements this building cannot fully realise it's potential as a community hub providing and growing community resilience, heritage, culture and facilities and services for the community. It is bringing multiple uses form a single investment generating long term social value. We have sourced a builder who is local and has a history of working on similar buildings in this area, this will bring knowledge and reduce travel and accommodation costs while the project is ongoing. A cost that can amount to thousands in these remote areas. The investment will generate substantial social, cultural and economic value for the communities, significantly outweighing the initial capital cost.			
SECTION 6 – MATCH FUNDING (if applicable) Please note match funding for this round is not essential, however efforts to secure match funding for the project is reflected within the assessment criteria.			
6.1	Please provide details of any match funding applied for and whether it is awaiting a decision or confirmed.		
Name of funder		Confirmed?	Amount £
Community Council		Yes ☐ No ☒	£5000
Melness Crofters Estate		Yes ☒ No ☐	£500
Highland council ward discretionary fund		Yes ☐ No ☐	£1,000
Melness Grazing		Yes ☒ No ☐	£500
		Yes ☐ No ☐	
		Yes ☐ No ☐	
		Yes ☐ No ☐	
Total match funding			£7000
CRF requested			£26,000
Total funding			£33,000
6.2	Will the project involve “in kind” support?		Yes ☐ No ☒
6.3	If yes, please detail.		

6.4	Please explain why public funding is required to deliver the project.
The community group set up to take this forward has formed only in the last year, the scale and nature of the initial works will not generate sufficient income to allow the group to have financial resources to facilitate the works that will enable the rest of the project to develop.	
6.5	Please explain what the remaining bank balances are for in your accounts.
We have no accounts as we have been operating for less than a year.	
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.
We have no unrestricted funding at this stage of the groups/projects development as we have no accounts.	
6.7	If you are applying for 100% funding for your project, please explain why no match funding is available.
Not applicable, we have applied for match funding	
SECTION 7 – INCOME GENERATION	
7.1	Will the project generate income? Yes ☐ No ☒
7.2	If yes, how will the income benefit the organisation? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.
This part of the project will not generate income but the result of completing this phase will allow the group to open the building back up to the community and continue with the proposed development as laid out in the business plan, which will eventually lead to income generation.	

7.3	How will you ensure that local organisations/ businesses are not disadvantaged because of the project? Are they supportive of the project?																						
Local businesses include the local shop, post office and holiday let accommodation providers. This project will be advantageous to them by creating greater footfall through the village and all are very supportive of the project. We are working closely with the Community village hall and members of the hall committee are also on the church organisation therefore there will be good communications and mitigation against crossover between these two groups. Both groups have a shared goal to strengthen community life here. Working together the two committees can complement each other's efforts, creating greater benefits and opportunities																							
7.4	Have you considered taking out a loan for the project?	Yes ☐ No ☒																					
7.5	If not, please state why?																						
The group has no income at this stage to be able to make repayments on a loan																							
7.6	Have you previously received public funding?	Yes ☒ No ☐																					
7.7	If yes, please provide details of awards for the last 3 fiscal years and if any were awarded under Public Subsidy.																						
<table border="1"> <thead> <tr> <th>Funding</th> <th>Date</th> <th>Amount £</th> <th>Public Subsidy?</th> </tr> </thead> <tbody> <tr> <td>Scottish Land Fund</td> <td>27/03/2026</td> <td>£57,400</td> <td>Yes ☒ No ☐</td> </tr> <tr> <td></td> <td>Click or tap to enter a date.</td> <td>£</td> <td>Yes ☐ No ☐</td> </tr> <tr> <td></td> <td>Click or tap to enter a date.</td> <td>£</td> <td>Yes ☐ No ☐</td> </tr> <tr> <td></td> <td>Click or tap to enter a date.</td> <td>£</td> <td>Yes ☐ No ☐</td> </tr> </tbody> </table>				Funding	Date	Amount £	Public Subsidy?	Scottish Land Fund	27/03/2026	£57,400	Yes ☒ No ☐		Click or tap to enter a date.	£	Yes ☐ No ☐		Click or tap to enter a date.	£	Yes ☐ No ☐		Click or tap to enter a date.	£	Yes ☐ No ☐
Funding	Date	Amount £	Public Subsidy?																				
Scottish Land Fund	27/03/2026	£57,400	Yes ☒ No ☐																				
	Click or tap to enter a date.	£	Yes ☐ No ☐																				
	Click or tap to enter a date.	£	Yes ☐ No ☐																				
	Click or tap to enter a date.	£	Yes ☐ No ☐																				

SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION CHECKLIST	
8.1	Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.
<i>I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.</i> <i>The data provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.</i>	

Signature: Print:	Date: 09/07/2026

Please Ensure You Also Complete the Attachments Checklist Below

8.2	You must enclose the following supporting documents (where applicable) with the application. If they are not available, please state why.	Yes / No / Not applicable
1	Bank statement – please provide a full bank statement with the organisation address. It must be the latest statement at the time of application submission.	Yes ☒ No ☐
2	Annual financial accounts – latest available.	Yes ☐ No ☒
3	Constitution or articles and memorandum.	Yes ☒ No ☐
4	Committee Members or Directors List.	Yes ☒ No ☐
5	Policies – relevant organisational policies applicable to the project such as child protection, health and safety, equal opportunities, Fair Work First policy.	Yes ☒ No ☐
6	Valid organisation insurance policy.	Yes ☒ No ☐
7	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study	Yes ☒ No ☐
8	Confirmation of match funding letters	Yes ☒ No ☐ NA ☐
9	Permissions – i.e. planning, building warrants, marine licences	Yes ☐ No ☒ NA ☐
10	Business plan (income generation projects only)	Yes ☒ No ☐ NA ☐
11	Job descriptions (for CRF funded posts)	Yes ☐ No ☐ NA ☒
12	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes ☒ No ☐ NA ☐
13	Valid quotations or estimates	Yes ☒ No ☐ NA ☐
14	Partnership agreement	Yes ☐ No ☐ NA ☒
Reason for missing documentation: We are waiting for conformation on planning and building warrants, and some of the match funding notifications Financial accounts not available until year end.		

Completed forms and supporting documentation should be emailed to communityregenerationfund@highland.gov.uk quoting your unique project reference number.

Please ensure you have labelled the supporting documents as per 8.2 of the guidance note:

The application form should follow the naming convention example:

(Name of organisation) final application form

Supporting documentation should be labelled as: **document type followed with the title** – for example:

- Match funding – The Highland Council
- Match funding – National Lottery
- Insurance – Zurich 2022/23 annual policy
- Organisational policy – health and safety
- Organisational policy – Fair Work First statement
- Permissions – Planning granted July 2022
- Permissions – Building warrant granted Aug 2022
- Bank statement – Bank of Scotland Nov 2022
- Letter of support – name of Councillor
- Letter of support – community council/group
- Letter of support – name of local business

Community Regeneration Funding (CRF) Application Form



Highland Community
Regeneration Funding

Highland Council led projects only

Key considerations

CRF is an umbrella term for a number of different funds aimed at supporting regeneration for Highland communities. Highland Council led projects must demonstrate high levels of community benefits to be eligible for CRF support.

Please note that if a CRF grant is awarded to a Highland Council led projects, the project lead will be expected to fulfil all grant conditions, including post offer meetings, financial claims and monitoring reports. The grant will not be released unless all grant conditions have been met.

CRF funds are external grant funds, with specific reporting and audit requirements that must be fulfilled. These are distinct from internal budget transfers, and it is important that the Officer designated as the main contact in this application is aware of and prepared to meet these requirements.

Please refer to the **Application Guidance** (link below) when completing the application form as there is important supplementary information you need to be aware of. Answer the questions concisely, describing clearly and directly what the project you are seeking funding for is delivering.

To ensure you have the best opportunity to score well during the assessment, please refer to the **Assessment Criteria Matrix** (link below) when completing the application form.

Double click the icons below to download the documents. If you have any issues with downloading the documents, please contact us at communityregenerationfund@highland.gov.uk

<u>Application Guidance</u>	<u>Assessment Criteria Matrix</u>
 CRF application guidance-THC project	 CRF Assessment Criteria (FINAL CRF AF)

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF_TBD	
1.2	Project title	Clyne War Memorial Refurbishment	
1.3	Start date	TBC	
1.4	End date (max 12 months from start date)	TBC	
1.5	Project finance	Total project costs	£116,400.00 (Estimated)
		Match funding	£0.00

		CRF grant amount requested	£108,900.00
1.6	Please confirm you have read and understood the CRF privacy notice	Yes ☒ No ☐	
1.7	Artificial Intelligence Assistance Declaration	Have you used any form of AI assistance in the preparation of this application? – AI was used to check the completed form against the specific requirements detailed in the guidance document. Yes ☒ No ☐	
For guidance on the appropriate use of AI in funding applications, please refer to Use of AI in Funding Application Guidance .			

SECTION 2: CONTACT DETAILS FOR PROJECT LEAD		
	Main contact/Project lead	Secondary contact
Contact name		
Job title		
Team/Department		
Contact number		
Email address		

SECTION 3: PROJECT DETAILS		
3.1	Please confirm the location of the project including post code.	Clyne War Memorial, South Brae, Brora
3.2	Are you applying on behalf of a partnership project?	Yes ☐ No ☒
3.3	Is there a partnership agreement in place?	Yes ☐ No ☒
3.4	Does The Highland Council own the land or asset?	Yes ☒ No ☐
3.5	Is The Highland Council leasing the land or asset? If so, what is the term left on the current lease agreement	Yes ☐ No ☒ Years & Months
3.6	If ownership or lease agreements are not in place, please provide details if applied for and/or the arrangements to obtain these and by when.	
3.7	Does the project require planning permission or other statutory regulatory consents?	Yes ☐ No ☐ TBC

3.8	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	TBC - The requirement for any consents will be confirmed following detailed design and conservation advice. Applications will be submitted if required prior to works commencing.
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SECTION 4: PROJECT PROPOSAL

4.1	Project Summary (max 250 words)	The project will address serious structural deterioration to the clock faces of the Clyne War Memorial in Brora, identified during a structural inspection undertaken in June 2024. Progressive failure has occurred due to corrosion of embedded iron cramp fixings associated with the cast-iron clock faces. Corrosion has caused expansive forces leading to cracking, displacement and loss of ashlar masonry. One stone fragment has already fallen from the west clock face, creating a significant public safety risk. The Fairhurst structural report confirms that this defect is inherent and progressive and is likely affecting all four clock faces. Without intervention, further masonry loss is expected, increasing safety risks and the likelihood of emergency stabilisation. The project will secure the structure, preserve an important historic local landmark, and ensure the memorial remains safe, dignified and accessible for the Brora community and future generations.
4.2	List the main activities required to deliver the project including timescales.	

Activity name	Achieve by (date)
Appoint design team	TBC
Conservation-led detailed design	TBC
Confirmation of statutory consents (if required)	TBC
Procurement of contractor	TBC
Construction Phase	TBC
Completion, inspection and handover	TBC

4.3	Are any of the project activities considered part of The Highland Council's statutory duties?	Yes ☐ No ☐
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4.4	How will the CRF grant enable the delivery of additional outcomes that could not be achieved without it being in place?	
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Without CRF support, intervention would be limited to reactive or holding action safety measures. These would not address the progressive corrosion of embedded fixings identified in the structural report and would increase the likelihood of further emergency actions, higher long-term costs, and loss of historic fabric. CRF funding will enable a full, conservation-led repair addressing the root cause of failure, rather than repeated minor interventions.

This approach avoids emergency access restrictions or stabilisation works, reduces long-term costs, and ensures the memorial's structural integrity and heritage value are preserved for the future.

4.5	What local need or opportunity will the project address?	
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The war memorial is a very prominent historic structure in Brora and a focal point for remembrance. Structural deterioration poses a safety risk and threatens the loss of historic fabric. Addressing this now safeguards public safety, protects cultural heritage, and ensures the continued use of the site for remembrance.

4.6 In which Area Place Plan/HC strategic development plan has this need been recognised?

The project aligns with Highland Council's place-based approach, which prioritises maintaining the quality, character and distinctiveness of local places and safeguarding valued community assets.

4.7 How will the project contribute to addressing priorities identified in the Area Place Plan and/or other relevant Highland Council strategic development plans?

Refurbishment of a heritage landmark enhances the appearance and identity of Brora's village centre, strengthens community pride by protecting a shared place of memory and identity.

4.8 How do you know there is local support for the project? How can you evidence this? Provide evidence as supporting documents.

Local support is evidenced through:

- Regular use of the Memorial for Remembrance services.
- Reporting of masonry failure by local caretakers, prompting professional inspection.
- Strong community value attached to the Memorial as part of Brora's heritage.
- Continued use and community awareness reported by serving Councillors demonstrate strong local interest in its preservation.

4.9 Outputs and outcomes – Please refer to the application guidance for further information and a definition of what constitutes “outputs” and “outcomes”.

(a) What are the immediate and short-term outputs that your project will achieve? How will you measure them?

Four clock faces secured with new non-ferrous fixings
Defective internal brickwork rebuilt
Lime pointing reinstated
Public safety risk removed

(b) What do you think the outcomes of your project will be and how will you measure them? Please note an outcome is the longer-term change that your project will achieve. What will be the lasting benefits and legacy?

Long-term structural stability of the memorial
Prevention of future masonry loss

Preserved heritage value Continued community use for remembrance and events	
(c)	a) Please select below ONE of the CRF main strategic objectives that you believe your project's outputs and outcomes will best align with.
☒	Increasing community resilience
☐	Tackling poverty and inequality
☐	Addressing causes of rural depopulation
☐	Helping economic recovery and sustaining growth
☐	Tackling the climate emergency and working towards net zero
4.10	How will the project be supported/maintained/sustained after CRF funding?
Ongoing inspection and routine maintenance will be incorporated into Highland Council's property management arrangements for the asset.	
4.11	Describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.
The project will be led with a conservation approach, retaining historic fabric wherever possible. Lime mortars and durable non-ferrous fixings will be used to improve longevity and reduce future resource use.	
4.12	Please describe how your project will demonstrate value for money. What level of community and/or economic benefit will the project deliver in proportion to the CRF grant amount requested?
The project prevents escalating repair costs, avoids emergency works, secures public safety, and protects a key heritage asset.	
4.13	In developing the project, explain how you have considered equalities issues and taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups?
The memorial is a freely accessible public space used by all age groups and backgrounds. Protecting its safety and continued use ensures no group is excluded from local and national remembrance events.	

SECTION 5: PROJECT BUDGET	
5.1	Costs should be accurate and current, based on quotes or tenders as per Highland Council standing orders. Internal Council fees (i.e. fees charged by Council services or departments) are generally not eligible for claiming against CRF. If project costs listed below include internal fees, these must be funded via Council core budget or other external funders.

Highland Council Staff costs can only be claimed against CRF for new and additional posts not already funded via THC core budget.

COSTS TO BE FUNDED BY CRF GRANT

Budget Heading	Detailed Costs	Revenue/Capital	Amount (excl. VAT)
Designer/Architect	Conservation design and detailing		£12,600.00
Structural Engineer	Investigation, design, inspection		£6,300.00
Works cost	Scaffold, masonry repair, fixings, clock refurbishment		£90,000.00
TOTAL			£108,900.00

COSTS TO BE FUNDED BY OTHER SOURCES OF FUNDING

Budget Heading	Detailed Costs	Revenue/Capital	Amount (excl. VAT)
Project Management	In-house resource for coordination and management of the project		£5,000.00
Clerk of Works	In-house resource for quality and compliance assurance		£2,500.00
TOTAL			£7,500.00

TOTAL PROJECT COSTS £116,400.00

I can confirm all costs listed above are exclusive of VAT Yes ☒ No ☐

I can confirm that the costs above have not already been incurred or committed to? Yes ☒ No ☐

I can confirm that the project costs listed above are based on valid quotes/tenders.

Please provide all quotes/tender documents as supporting evidence to this application.

Yes ☐ No ☒

The costs are estimated based on previously completed similar projects

5.2 Please detail the steps taken to ensure Procurement is/will be compliant with Highland Council standing orders

Procurement will be undertaken in accordance with Highland Council standing orders, involving the use of appropriate frameworks (where applicable) or open competitive tendering.

5.3	Do you have a budget code set up for this project? <i>Please note a specific project budget code must be provided to CRF team prior to project start.</i>	Yes ☐ Not yet ☒
If yes, please add budget code here:		

SECTION 6 – PROJECT FINANCE

6.1	Please provide details below of match funding if applicable. If funding is via THC core budget, please add the name of the Budget Holder.
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Funding source	Budget holder name (if relevant)	Confirmed?	Date Confirmed or Decision Expected	Amount £
		Yes ☐ No ☐		
		Yes ☐ No ☐		
		Yes ☐ No ☐		
Total match funding				£0.00
CRF Grant amount requested				£108,900.00
TOTAL FUNDING <i>This should be equal to the Total Project costs listed at 5.1</i>				£108,900.00

6.2	Will the project involve “in kind” support?	Yes ☐ No ☒
	If yes, please detail.	

6.3	Please explain why Community Regeneration Funding is required to deliver the project.	CRF funding is required to enable a full and durable repair addressing the underlying structural defects identified by professional inspection. Without CRF support, intervention would be limited to temporary measures that do not secure the asset long-term.
6.4	If you are applying for 100% funding for your project, please explain why no match funding is available.	No alternative funding source is available for a one-off heritage capital repair of this scale, and the project does not generate income.

SECTION 7 – INCOME GENERATION

7.1	Will the project generate income?	Yes ☐ No ☒
	If yes, how will the income benefit the wider Highland community? Will it be re-invested to help with the sustainability of the project – if so,	

	how? A copy of a business plan and/or budget forecast must be provided with the application.	
7.2	How will you ensure that local organisations/ businesses are not disadvantaged because of the project? Are they supportive of the project?	The project safeguards an important asset and does not compete with local organisations. If required we can ensure that the construction phase is openly tendered ensuring local contractors have the opportunity to bid.

SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION

8.1 Project lead, Service/Department Lead or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.

I declare that the activity funded by the costs proposed to be funded by CRF is not a statutory duty and the CRF grant would enable the delivery of additional outcomes that could not be achieved without it being in place.

I declare that procurement within the project is compliant with Highland Council standing orders and a record of this will be retained in line with the grant conditions if the funding is approved.

I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them. The data provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.

Signature:

Date: 20/07/2026

Print:

Job title:

Please Ensure You Also Complete the Attachments Checklist Below

8.2	You must enclose the following supporting documents (where applicable) with the application. If they are not available, please state why.	Yes / No / Not applicable
	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study	Yes ☒ No ☐
	Confirmation/evidence of match funding	Yes ☐ No ☐ NA ☒
	Permissions – i.e. planning, building warrants, marine licences	Yes ☐ No ☐ NA ☒
	Evidence of valid and current insurance	Yes ☐ No ☐ NA ☒
	Business plan (income generation projects only)	Yes ☐ No ☐ NA ☒
	Job descriptions (for CRF funded posts)	Yes ☐ No ☐ NA ☒
	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes ☐ No ☐ NA ☒
	Valid quotations or estimates	Yes ☐ No ☐ NA ☒
	Partnership agreement	Yes ☐ No ☐ NA ☒
Reason for missing documentation:		

Completed forms and supporting documentation should be emailed to communityregenerationfund@highland.gov.uk quoting your unique project reference number.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Appendix 2 - Project technical assessments - RAG Summary Spreadsheet																		
2	Sutherland Committee -31st August 2026																		
3	Ref No	Organisation	Project title	Project description	Area Place Plan Priority	Total project cost	Grant Requested	% rate	Project Robustness	Engagement & Support	Meeting a need/demand	Legacy & Exit Strategy	Equalities issues/ Impacts	Environmental sustainability	Value for Money	Match funding	Meets Local Priorities	Additionality	Score
4	CRF5043	Laig & District Learning Centre	The School House Hub	To purchase and create a dedicated cabin for children, young people and families. A dedicated cabin will free up Room 1, allowing childrens activities to run alongside adult learning, digital support, meetings and community groups. This will significantly increase the number of people we can support each week. The cabin will be used for children and young people, while the main building parents, carers or wider family take part in learning or support/workshops.	People – Community Capacity and Resilience. Page 14. social activities, community facilities. Prosperity – Education and Childcare: Page. 21. Educational opportunities. Young People's Priorities: Page. 22. Opportunities for young people, youth activities and support.	£24,964.70	£24,964.70	100%	2	3	3	3	2	2	3	2	3	3	26
5	CRF5038	Kinlochbervie Community Company	Loch Clash - Regeneration of Net Sheds	We wish to rehabilitate the last of the original structures at Loch Clash Harbour. The site is adjacent to the community-owned Loch Clash Campervan Stopover. We will stabilise the walls and create a new pedestrian-safe entrance. Once completed, we will install information boards about the history and culture of the area.	Place - Environment and Climate. Page 16. Historical sites need to be respected. Page 19. Roads and pavements. Page 22. Tourism and seasonal work Page19. Infastructure and Connectivity.	£24,000.00	£24,000.00	100%	3	2	2	3	2	2	2	2	2	3	23
6	CRF5013	Melness Church Community Organisation	Improving safety, security, community access and energy efficiency.	We wish to install essential upgrades to this newly acquired community owned building to make it compliant with fire regulations, create a new suitable exit and entrance and make the building safe, secure, wind and water tight. Along with creating an emergency access path from the rear of the building to the front.	People - Community Centres and hubs/ social activities. Page 14. Place - Infastructure and connectivity. Page 19. Prosperity - Employment and Economic Opportunities / Support for local business. Page 21.	£33,250.00	£26,000.00	78.19%	2	3	3	2	2	3	3	3	3	3	27
7	CRF4215	Highland Council	Clyne War Memorial Refurbishment	The project will address serious structural deterioration to the clock faces of the Clyne War Memorial in Brora, identified during a structural inspection undertaken in June 2024. Progressive failure offcured due to corrosion of embedded iron cramp fixings associated with the cast-iron clock faces. Corrosion has caused expansive forces leading to cracking, displacement and loss of ashlar masonry. One stone framenet has already fallen from the west clock face, creating a significant public safety risk.	Place - Environment and Climate. Page 16. Historical sites need to be respected.	£116,400.00	£116,400.00	100%	2	1	3	3	1	2	2	2	2	3	21
8							£ 191,364.70												
9																			
10	NOTE - RAG assessment criteria scoring. Red Amber Green ratings are based on information provided during the application process and are provided as a guide only. The ratings are converted into scores as follows: Red - 1, Amber - 2, Green - 3. This allows a total score for each project to be provided. All projects presented above are eligible for funding. Where a project has been awarded Red or Amber against any criteria, this does not reflect an eligibility issue but does flag up that there are outstanding concerns, or that only brief information was provided within the application. If Members wish to approve projects that have Red or Amber ratings then we would seek to address these concerns by applying technical conditions to																		
11																			